



Republic of the Philippines  
**ROMBLON STATE UNIVERSITY**  
 Odiongan, Romblon  
 Tel No. (042) 567-5273  
 Email: romblonstateu@gmail.com  
 URL: rsu.edu.ph

Appendix 61



Management System  
 ISO 9001:2015



**PURCHASE ORDER**

Project: Supply and Delivery of Various Construction Equipment, Supplies, and Materials for  
 Title: Romblon State University  
 ABC: PhP138,716.78  
 Supplier: ZY Trading  
 Address: National Road, Poblacion, Alcantara, Romblon  
 TIN : 448-046-505-00000

P.O. No. 24-10-0072  
 Date: 18 October. 2024  
 Mode of Procurement: Public Bidding

**Gentlemen:**  
 Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: Romblon State University  
 Date of Delivery : \_\_\_\_\_  
 Delivery Term: 25 Calendar Days from receipt of NTP  
 Payment Term: \_\_\_\_\_

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)	
1	pc	Marine Plywood 3/4 inch x 4 feet x 8 feet (First Class)	3	3,500.00	10,500.00	
2	pc	Lumber 1/2 inch x 2 inches x 10 feet S4S	4	80.00	320.00	
3	liter	Wood Glue	1	280.00	280.00	
4	pc	Caster Wheel, 2 inches in diameter with Lock (Heavy Duty) fiberglass	4	160.00	640.00	
5	pc	Drawer Handle, stainless, 6 inches (please see the attached picture in Annex A)	2	80.00	160.00	
6	pc	Magnetic catches	2	15.00	30.00	
7	pc	Paint Brush 1 1/2 inch	1	65.00	65.00	
8	pc	Baby Roller Cotton	2	50.00	100.00	
9	pc	Standard-size Paint Tray	1	75.00	75.00	
10	pc	60 cm x 60 cm Unglazed Tiles (grey with marbling)	162	310.00	50,220.00	
11	bag	25 kg Tiles Adhesive	12	889.00	10,668.00	
12	bag	Tile Grout (2 kg/bag)	6	150.00	900.00	
13	bag	40 kg Portland/Premium Cement Type 1	17	355.00	6,035.00	
14	cu.m.	Screened Sand	3	1,905.00	5,715.00	
15	pc	4 inches Stone Cutting Disk	3	320.00	960.00	
16	pail	Flat Latex White 16L/pail	1	2,667.00	2,667.00	
17	pail	Gloss Latex White 16L/pail	1	3,048.00	3,048.00	
18	gallon	Masonry Putty	1	570.00	570.00	
19	roll	Self-Adhesive Fiber Glass Mesh tape 2 in x 10 ft	1	65.00	65.00	
20	pc	4.5 mm x 4 ft x 8 ft Fiber Cement Board	18	700.00	12,600.00	
21	box	Blind Rivets 5/32 inches x 1/4 inches (500 pcs per box)	1	320.00	320.00	
22	pc	Riveter Heavy Duty	1	950.00	950.00	
23	gallon	Rubberized Paint green	8	1,651.00	13,208.00	
24	pc	3 inches Paint Brush	3	100.00	300.00	
<b>SUB-TOTAL</b>					PhP	<b>120,396.00</b>

**(Total Amount in Words) \*\*One Hundred Thirty-Seven Thousand, Three Hundred Fifty-Seven Pesos Only\*\***

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Very truly yours,

**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
 University President

Conforme:

**MR. ZYRUS C. GALINDEZ**  
 Owner, ZY Trading  
Oct. 18, 2024  
 (Date)

Fund Cluster: 164  
 Funds Available: \_\_\_\_\_  
**SHIELA BUEN F. SERVAÑEZ, CPA, MBA**  
 Head, Accounting Office

ORS/BURS No: 164-NAB-24-10-1909  
 Date of the ORS/BURS: 10/18/2024  
 Amount: **PhP137,357.00**



Republic of the Philippines  
**ROMBLON STATE UNIVERSITY**  
 Odiongan, Romblon  
 Tel No. (042) 567-5273  
 Email: romblonstateu@gmail.com  
 URL: rsu.edu.ph

Appendix 61



**PURCHASE ORDER**

Project: Supply and Delivery of Various Construction Equipment, Supplies, and Materials for  
 Title: Romblon State University  
 ABC: PHP136,710.76  
 Supplier: ZY Trading  
 Address: National Road, Poblacion, Alcantara, Romblon  
 TIN : 448-046-505-00000  
 P.O. No. 24-10-0072  
 Date: 18 October. 2024  
 Mode of Procurement: Public Bidding

**Gentlemen:**

Please furnish this office the following articles subject to the terms and conditions contained herein:

Place of Delivery: Romblon State University  
 Date of Delivery : \_\_\_\_\_  
 Delivery Term: 25 Calendar Days from receipt of NTP  
 Payment Term: \_\_\_\_\_

Stock No.	Unit	Description	Quantity	Unit Cost (in PhP)	Amount (in PhP)
<b>SUB-TOTAL CARRIED FORWARD</b>					<b>120,396.00</b>
25	unit	Heavy Duty Gasoline Brush Cutter (2-stroke) with free nylon  Displacement 24.5mL Engine power 0.73kW / 1.0PS Fuel mixture 50:01:00 Fuel tank 0.4L Spindle size M8 x 1.25LH Dimensions (L x W x H) 1,770x620x410mm (69-3/4"x24-3/8"x16-1/8") Net weight 4.5kg (9.9lbs)  Inclusions: Socket Wrench, Hex Wrench, Shoulder harness with single shoulder strap, Protector	1	13,406.00	13,406.00
26	pc	Butterfly Garden Rake (Heavy Duty)  Pointed Carbon Steel Heavy Duty Dimension (WxLxH): 12x38x121cm	4	570.00	2,280.00
27	pc	Water Sprinkle, LxWxH: 30 x 15 x 23 cm, 3 liters capacity, material: PE Plastic, Green	5	255.00	1,275.00
<b>GRAND TOTAL</b>					<b>PhP 137,357.00</b>

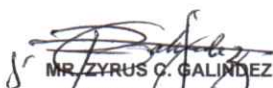
**(Total Amount in Words) \*\*One Hundred Thirty-Seven Thousand, Three Hundred Fifty-Seven Pesos Only\*\***

In case of failure to make full delivery within the time specified above, a penalty of one-tenth (1/10) of one percent for every day of delay shall be imposed on the undelivered item/s.

Very truly yours,

  
**MERIAN P. CATAJAY-MANI, Ed.D., CESE**  
 University President

Conforme:

  
**MR. ZYRRUS C. GALINDEZ**  
 Owner, ZY Trading  
 09.18/2024  
 (Date)

Fund Cluster: 164  
 Funds Available:

  
**SHIELA BUEN F. SERVAÑEZ, CPA, MBA**  
 Head, Accounting Office

ORS/BURS No: 164-1400-24-10-1809  
 Date of the ORS/BURS: 10/18/2024  
 Amount: **PhP137,357.00**